

## Installer Servicer Frequently Asked Questions



The following questions and answers are provided to clarify the requirements for installing and maintaining a manufactured home in the State of Michigan. The industry is regulated by the Mobile Home Commission Act, 1987 PA 96, which has been amended several times since its inception. The Bureau of Construction Codes (BCC), Building Division, is responsible for enforcement and licensing under the act. The Mobile Home Commission Act and the Manufactured Housing General Rules may be obtained by contacting the BCC at (517) 241-9313 or by going to the bureau's website at [www.michigan.gov/bcc](http://www.michigan.gov/bcc), choosing "Divisions" on the left side of the screen, then choosing "Building Division (includes Manufactured Housing)."

1. **Q:** Michigan law requires all homes to have an occupancy permit from the local unit of government prior to the buyer moving into their home. How does this affect manufactured homes, modular homes, mobile homes, park models, and RV's?

**A:** A manufactured home, modular home, mobile home, or park model on a permanent or temporary foundation requires a certificate of use and occupancy. RV's are recreational vehicles and are not subject to a certificate of use and occupancy unless they are converted to a permanent dwelling.

2. **Q:** Can a municipality require hard wired smoke detectors to be added to HUD built homes?

**A:** No, if it is for the installation of a new or used HUD home that is built to the National Manufactured Home Construction and Safety Standards Act of 1974 and the smoke detectors are properly maintained.

3. **Q:** Can a municipality limit the age of a home that can be placed within its jurisdiction?

**A:** No, the home must meet the Manufactured Home Construction and Safety Standards Act of 1974 or be certified by HUD to be approved for occupancy and to be placed on a new site. For mobile homes built prior to June 15, 1976, a label certifying compliance to the Standard for Mobile Homes, NFPA 501, ANSI 119.1, in effect at the time of manufacture is required, as identified in the Michigan Residential Code, Appendix E (definitions).

4. **Q:** Michigan statute requires an installer servicer to install a home according to the manufacturer's installation requirements. Can a municipality impose its own rules on the installation of a home under its jurisdiction?

**A:** No, the home shall be installed in accordance with the manufacturer's installation instructions and Michigan code. The Manufactured Housing General Rules are also applicable for installations within a manufactured home community.

5. **Q:** What happens if the manufacturer's installation manual is not available?

**A:** The Manufactured Housing General Rules 602 (1) and (2) have specific instructions that must be followed if the manufactured home does not have a manufacturer's installation manual.

6. **Q:** If a person or company holds a State of Michigan residential builder's license, does this allow them to work on a manufactured home without an installer servicer license? If yes, what is the residential builder's license limited to?

**A:** Yes, a residential builder's license allows the licensee to work on any residential structure that is being constructed, enlarged, altered, repaired, moved, or demolished, or that changes the occupancy of a building or structure. Electrical, plumbing, or mechanical work cannot be performed without having a contractor's license in these disciplines.

7. **Q:** Can a licensed installer servicer install crossover connections on a manufactured home within a manufactured home community? What if the home is located on private property?

**A:** Yes, electrical, mechanical and plumbing crossover connections can be made by a licensed installer servicer within a manufactured home community. However, a licensed installer servicer may only make the initial connection from the factory for a calculated load less than 50 amperes. Any subsequent disconnects and necessary reconnects within a manufactured home community must be made by a licensed electrician.

If the manufactured home is located on private property, all electrical, mechanical, and plumbing work must be performed by licensed electrical, mechanical or plumbing contractors, or by the homeowner who performs the work themselves.

8. **Q:** Is an installer servicer license required to repaint or reseal a roof on a manufactured home?

**A:** No, the Mobile Home Commission Act and the Manufactured Housing General Rules do not require an installer servicer license to repaint or reseal a roof.

9. **Q:** Can a homeowner do his/her own installation of his/her home within a manufactured home community or located on private property?

**A:** Yes, as indicated in Bureau of Construction Codes' Technical Bulletin No. 2, for the building installation, "Homeowners may secure a permit to complete the work for the installation of a unit in a manufactured home community or on private property, provided the homeowner completes the work."

10. **Q:** Does an installer servicer license allow the removal of lead paint within a home?

**A:** No, federal EPA rules require compensated contractors to receive training and certification for the removal of lead based paints on homes built before 1978.

11. **Q:** What work is a licensed electrical contractor, licensed mechanical contractor, or licensed plumbing contractor authorized to perform while working on a multi-section manufactured home within a manufactured home community or located on private property?

**A:** A licensed electrical contractor, licensed mechanical contractor, or licensed plumbing contractor may perform work within their individual discipline in which they are duly licensed to perform on a manufactured home regardless of whether the manufactured home is in a manufactured home community or on private property.

12. **Q:** What should I do if a municipality does not recognize my State of Michigan installer servicer license?

**A:** Request the municipality to contact the Bureau of Construction Codes to verify licensure and explain the type of work an installer servicer may perform.

13. **Q:** Can a municipality charge for a local license to operate within their jurisdiction? Can they charge an additional fee to register my license?

**A:** If “local license” means “registration to operate within their jurisdiction”, then the answer is yes. Some municipalities have ordinances which allow them to charge a fee to become registered as a contractor or business having authority to pull certain types of permits or conduct business. This local registration process involves verification of identification and licensing credentials for placement on a list of contractors or businesses which are pre-approved to pull permits or conduct business. This initial registration allows the municipal clerks to more quickly determine exactly what types of permits may and may not be issued.

14. **Q:** In a manufactured home, is a permit required to replace windows, doors, cabinets, and carpeting?

**A:** A building permit is required to replace windows and doors per R105.1 and R105.2 of the Michigan Residential Code. The code does not require a permit to replace cabinets and carpeting, unless related structural changes or repairs are being made to accommodate the cabinet or carpet replacement. In all cases, it is recommended that you check with the local enforcing agency to determine whether a permit is required.

15. **Q:** What is the requirement regarding the removal and replacement of a furnace and/or water heater as it relates to a HUD built home?

**A:** A permit is always required for furnace and water heater replacements. A mechanical contractor license is required for the replacement of a furnace and/or water heater. A plumbing permit may also be required for the replacement of a water heater. Check with your local mechanical inspector for more specific guidance.

16. **Q:** When will the bureau encourage local units of government to offer permits electronically?

**A:** The bureau and the State Construction Code Act encourage efficiency whenever possible. Currently there is no requirement for local jurisdictions to offer electronic submittal and processing of permit applications.

17. **Q:** What are the requirements regarding support (hangers) for spacing on plastic or metal flex water lines?

**A:** The Michigan Plumbing Code (Table 308.5) provides a table for the maximum spacing requirements of piping materials.

18. **Q:** What does an installer servicer license allow a licensee to perform as it relates to a manufactured home being installed in a licensed community?

**A:** An installer servicer license allows the ability to obtain a building permit to construct the piers, install, level, and anchor the home. The license may also allow for obtaining the mechanical, plumbing and electrical permits to make basic water, drain, piping, and electrical connections as long as these connections do not involve any alterations to the leads on the home, as installed by the manufacturer, nor any alterations to the on-site water line, sewer riser and electrical pedestal provided by the licensed community. Hook-ups for gas, cable TV, etc., must be coordinated with those specific service providers. Discussion with your local building department prior to the commencement of every installation will generally minimize mistakes, misunderstandings, and delays.

19. **Q:** If a home is located in a manufactured home community, does an installer servicer license allow for a permit to be obtained for the following:

- a. Install or disconnect air conditioning? No
- b. Build a garage, shed or carport? No
- c. Build a handicap ramp? No, unless the cost is less than \$600.
- d. Install a sealed combustion water heater? No, this must be done by a licensed mechanical and plumbing contractor.
- e. Install energy code efficiency windows? Yes
- f. Install or disconnect a furnace? No, this work must be done by a licensed mechanical contractor.

20. **Q:** Does the Mobile Home Commission Act have a \$600 exemption from licensure similar to the Occupational Code, 1980 PA 299?

**A:** No, the Occupational Code, 1980 PA 299, states that a residential builder's license is not required when the total cost of improvement is less than \$600.00. There is no mention of the \$600 threshold in the Mobile Home Commission Act.

21. **Q:** Can a community manager or maintenance personnel refurbish or rebuild an older home that is owned by a community without an installer servicer license?

**A:** No, an installer servicer license or residential builder's license is required to rebuild a home. Certain aspects of the building project may be exempt from permits and licensing, such as carpeting, painting, etc. The homeowner exemption is based on each individual licensing statute.

22. **Q:** Can the municipality require a manufactured home community owner to remove cracked concrete on a vacant lot?

**A:** Yes, but only if the cracked concrete is causing a hazard or creates an unsafe condition related to the road or a walkway.

23. **Q:** Must a crane operator possess an installer servicer license to install a home on a foundation?

**A:** No, a crane operator who is setting a home is not subject to the licensing requirements of the Mobile Home Commission Act or Occupational Code.

24. **Q:** What are the limitations of an installer servicer license when it comes to private property?

**A:** A licensed installer servicer may transport the home to the private property if they have the appropriate license; they may set the home on the foundation; complete the building set-up connections; and they may also obtain the building permit if authorized by the owner. A licensed installer servicer may not perform other building-related, electrical, mechanical or plumbing work on private property outside of a manufactured home community.

25. **Q:** Can a municipality require a ground fault interrupter to be added to a HUD built home?

**A:** No.